

Memorandum

To: Senior Laboratory Staff
CC: Alfred DeMaria, MD, Sally Cheney
Ralph Timperi
From: Ralph Timperi
Date: { DATE * MERGEFORMAT }March 31, 2005
Re: Appointment of Dina Caloggero as Acting Director, Quality Assurance and Informatics Division

Both Quality Assurance and Informatics Operations at the State Laboratory Institute are exemplary, and initiatives that have been implemented have been a model for others in other state health departments, universities and the private sector.

□Development of teaching curricula for "Packaging and Shipping of Infectious Materials and Diagnostic Specimens" and "Possession, Use and Transfer of Select Agents and Toxins"

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Several organizational changes have been implemented recently to assure that SLI maintains its quality of testing services during a period of transition while a new Director is hired. Dr. Alfred DeMaria will be the Acting Director of the Laboratory Bureau effective April 1, 2005. I have distributed an updated organizational chart to indicate reporting relationships especially with regard to staff that previously reported directly to me, assigning reporting responsibilities to assure that all functions are coordinated and that staff has proper guidance and advice to accomplish their responsibilities.

Coordination and integration of the functions of Quality Assurance and Informatics, functions that require seamless integration as we deploy the new Laboratory Information System for SLI, requires full-time direction within a single division of SLI. I had been providing this function as part of my responsibilities and want to assure that these critical issues are managed fully. Effective March 31, 2005, I am appointing Dina Caloggero as the Acting Director of Quality Assurance and Informatics.

Dina has comprehensive experience and expertise in both Quality Assurance, having been the Supervisor of QA/QC at SLI for several years, and in Informatics, having lead the successful efforts in development and deployment of new Laboratory Information Systems at SLI.

Harvey George, PhD, is the Director of Quality Control for CLIA purposes at SLI. Dr. George has served in this capacity for many years and more recently on a part-time basis since his retirement. Dr. George will continue his full responsibilities for regulatory matters related to SLI Laboratory Programs that include ensuring the quality of laboratory services for all aspects of diagnostic testing of human specimens; test methodologies are appropriate, verified and performed appropriately to provide accurate results; SLI is enrolled in approved proficiency testing programs and other responsibilities that are essential to assure compliance with CLIA '88 and CAP standards.

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In her new role, Dina will report to Dr. DeMaria and provide overall management and integration of QA, QC and Informatics functions, and make decisions regarding acceptable options for compliance with regulatory compliance to ensure that QA/QC/Informatics decisions are made in a timely manner.